

COMMONWEALTH OF VIRGINIA  
Department of Environmental Quality  
Division of Water Programs Coordination  
Larry G. Lawson, P.E., Director

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Subject: Guidance Memo No. 02-2017, Amendment #1  
Implementation of the Reissued VPDES General Permit for Car Wash Facilities VAG75

To: Regional Directors

From: Larry G. Lawson, P.E., Director 

Date: September 16, 2002

Copies: Regional Permit Managers, Regional Water Permit Managers, Martin Ferguson

**Summary:**

This amendment to Guidance Memo No. 02-2017 is to correct the Car Wash General Permit transmittal letters to remove the reference to certified mail return receipt. This correction is in accordance with Guidance Memo No. 00-2008 Notification of Acceptance for Coverage by a General Permit, which states that neither the State Water Control Law nor any of the Board's Regulations or general permits requires the General Permits to be sent by certified mail. General permits should be sent to the owner by first class mail. Please replace the attached transmittal letters with the transmittal letters requiring a certified mail return receipt.

**Contact information:**

Contact George Cosby at (804) 698-4067 if you have any questions regarding this implementation guidance.

**Disclaimer:**

**This document is provided as guidance and, as such, sets forth standard operating procedures for the agency. However, It does not mandate any particular method nor does it prohibit any particular method for the analysis of data, establishment of a wasteload allocation, or establishment of a permit limit. If alternative proposals are made, such proposals should be reviewed and accepted or denied based on their technical adequacy and compliance with appropriate laws and regulations.**

## **REVISED TRANSMITTAL LETTERS**

**Letter Transmitting Car Wash Facilities General Permit Registration Statement and Providing Notice of Cancellation of Consent Special Order**

**Regional Letterhead**

Facility Name  
Address

ATTN: John Contact

RE: Registration for the General VPDES Permit for Car Wash Facilities and Cancellation of Consent Special Order issued to [Name of Car Wash Facilities and date of consent order]

Dear Mr. Contact:

General VPDES permit VAG75 for Car Wash Facilities was adopted by the State Water Control Board at its May 2002 meeting and is effective as of October 16, 2002. This general permit provides VPDES permit coverage to discharges from all qualified car wash facilities that submit a registration statement and are approved for coverage.

Car wash facilities currently discharging under authority of a Consent Special Order (Order) issued by the Board must complete and submit the enclosed registration statement in order to be covered under this general permit and to satisfy the requirements of the Order.

The Department of Environmental Quality staff will request that the Board approve cancellation of the Order at its next scheduled meeting [*or specify a future meeting date*]. By its terms, the Order can be canceled by the Board upon thirty (30) days written notice. This letter constitutes that notice.

Once the Order is canceled, discharges will not be authorized unless permitted, so please complete and return the enclosed registration form within 30 days. If general permit coverage begins prior to cancellation of the consent order, the requirements of the general permit will supersede those of the consent order. Instructions for completing the registration form are included in this package. The application fee for this general permit is \$600.00\*, and should be submitted in accordance with the permit fee form instructions.

*\*Note: State the appropriate fee. Fees can be prorated based on the number of years remaining on the general permit at \$120.00 per year.*

If you have any questions, please do not hesitate to contact us.

Sincerely,

Regional WPM Name  
Water Permit Manager

cc: OECA, Regional Enforcement Representative

**Transmittal Letter**  
**Car Wash Facilities General Permit**

**Regional Letterhead**

Facility Name  
Address

ATTN: John Contact

RE: Coverage under the General VPDES Permit for Car Wash Facilities VAG75\_\_\_\_\_

Dear Permittee:

We have reviewed your Registration Statement received on \_\_\_\_\_, and determined that this car wash activity is hereby covered under the referenced general VPDES permit. The effective date of your coverage under this general permit is the date of this letter. The enclosed copy of the general permit contains the applicable effluent limitations, monitoring requirements and other conditions of coverage.

In accordance with the permit you are required to submit discharge monitoring reports (DMR) to:

**Regional Office Address**

The reporting form[s] is [are] included with the permit. You will be responsible for obtaining additional copies of the reporting form. A DMR is to be completed for each permitted outfall. [The sampling and reporting are on a semi-annual basis with the DMRs due on the tenth of January and July.] The sampling and reporting are on an annual basis with the DMRs due on the tenth of July.

The general permit will expire on October 15, 2007. The conditions of the permit require that you submit a new registration statement no later than 180 days prior to that date if you wish continued coverage under the general permit.

If you have any questions, please do not hesitate to contact us.

Sincerely,

Regional WPM Name  
Water Permit Manager